

FIRST 5 COMMISSION OF SAN DIEGO

December 15, 2003
1:00 p.m. – 4:00 p.m.
County Administration Center
1600 Pacific Highway, Room 302-303
San Diego, CA 92101

AGENDA

ITEM	SUBJECT	PRESENTER
1	Call to Order	Chairman Cox
2	Opportunity for Public Comments Items not on the Agenda – Limit two minutes per speaker (<i>Request to Speak</i> slips for this item or any other item on the agenda must be submitted to Commission staff prior to meeting being called to order).	Chairman Cox
3 Action	Approval of F5CSD Meeting Minutes – October 13, 2003 Supporting Document	Chairman Cox
4	Formation of the Consent Calendar	Executive Director Spiegel
5 Public Hearing	Public Hearing First 5 Commission of California Annual Report Supporting Document (Comments limited to two minutes per speaker) Overview: The Health and Safety Code requires local commissions to prepare an Annual Report and to hold a public hearing for these reports. The purpose of this report is to provide feedback to the State on the local Commission's current status and strategic directions, and innovative and promising practices. The Annual Report's Executive Summary was presented to TPAC for review and comment at their meeting of December 1, 2003. Staff Recommendation: <ol style="list-style-type: none">1. Open Public Hearing.2. Receive public comment.3. Approve the CCFC Annual Report for Fiscal Year 2002 – 2003.4. Authorize the Executive Director to submit the Annual Report to the State. Fiscal Impact: None	Executive Director Spiegel
6 Action	Access to Health Care – Contract Award Supporting Document Overview: On August 4, 2003 (Item No. 7), the Commission approved the expenditure of up to \$6 million for two years for a Request for Proposal (RFP) to support the enrollment, retention of coverage and the utilization of preventive health care services for children 0-5. On September 8, 2003 (Item No. 9), the Commission approved the Statement of Work for this Access to Health Care Initiative and authorized the Executive Director to work with Purchasing and Contracting to release an RFP. The action before the Commission today is to approve the negotiation and award of contracts to the selected contractors.	Executive Director Spiegel Grace Young Commission Staff

	<p>Staff Recommendation:</p> <ol style="list-style-type: none"> 1. Find that the proposed contract activities are consistent with the Commission's Strategic Plan, further the support and improvement of early childhood development within the County and provide a public benefit. 2. Receive and approve the slate of recommendations from the Source Selection Committee for the contract awards. 3. Authorize the Commission Executive Director or, as appropriate, the Program and Operations Manager, to negotiate and execute contract documents for the approved awardees. <p>Fiscal Impact: Up to \$6.0 million over two years from the Contributions to Community Projects (Increased Access to Health Care and Treatment) allocation in the Commission's Fiscal Year 2003 – 04 budget.</p>	
<p>7 Action</p>	<p>Capacity Building Through Intergenerational Approaches – Contract Award Supporting Document</p> <p>Overview: On July 7, 2003 (Item No. 7), the Commission approved the Statement of Work for the Commission's Capacity Building Through Intergenerational Approaches Initiative. In addition, the Commission approved the expenditure of up to \$4 million over three years and authorized the Executive Director to work with Purchasing and Contracting to release a Request for Proposal to support capacity building through intergenerational approaches. The action before the Commission today is to approve the negotiation and award of contracts to the selected contractors.</p> <p>Staff Recommendation:</p> <ol style="list-style-type: none"> 1. Find that the proposed contract activities are consistent with the Commission's Strategic Plan, further the support and improvement of early childhood development within the County and provide a public benefit. 2. Receive and approve the slate of recommendations from the Source Selection Committee for the contract awards. 3. Authorize the Commission Executive Director to negotiate and execute contract documents for the approved awardees. <p>Fiscal Impact; Up to \$4.0 million over three years from the Contributions to Community Projects (Increased Access to Health Care and Treatment) allocation in the Commission's Fiscal Year 2003 – 04 budget.</p>	<p>Executive Director Spiegel</p> <p>Grace Young Commission Staff</p>
<p>8 Action</p>	<p>Children's Hospital Proposal Supporting Document</p> <p>Overview: At the joint meeting of the Commission and TPAC on October 13, 2003, Children's Hospital made a presentation during public comment requesting \$25 million for capital improvements to the emergency department and for operating room expansion. The Commission referred this request to TPAC and directed staff to return with TPAC's comments and present the request as an action item for Commission consideration. This item was discussed by TPAC at its regular meeting on November 17th and at a special meeting on December 1st (comments from both meetings are attached). The item before the Commission today is to consider the request by Children's Hospital as an action item.</p> <p>Chairman Cox Recommendation: Consider the Children's Hospital proposal and take action as appropriate.</p> <p>Fiscal Impact: Undetermined at this time.</p>	<p>Chairman Cox</p>

<p>9 Action</p>	<p>Capital Funding Program Supporting Document</p> <p>Overview: This item is the consideration of Chairman Cox's recommendation that available funds from the Commission's Sustaining Reserve be made available through a competitive process to fund the development of new, or the expansion of, capital projects that directly benefit children ages 0-5. These projects would also include renovations and capital equipment. Among facilities to be considered are medical and dental clinics, hospitals, child care centers, pre-schools, non-profit centers and Family Resource Centers. Making these funds available will have no impact on the Commission's 20-year financial plan.</p> <p>This item will also include a presentation by Michael Carr, Chair of the Commission's Finance Committee.</p> <p>Chairman Cox Recommendation:</p> <ol style="list-style-type: none"> 1. Appropriate \$60 million from the Sustaining Reserve for one-time capital improvement contracts. 2. Direct staff to return to the Commission at the January 2004 Commission meeting with a draft Request for Proposals (RFP) for a capital improvements funding process. The draft RFP should include the following: <ol style="list-style-type: none"> a) the criteria by which applicants will be judged for an award, including a requirement that an applicant demonstrate that the proposal is consistent with the Commission's Strategic Plan; b) a requirement that the applicants demonstrate adequate financial viability and organizational stability to be considered for capital improvement funding, including a description of what will be considered in determining an applicant's financial viability and organizational stability, c) the method by which the Commission will secure the funds to insure that the funds are used for the identified purpose; d) the method by which the Commission will distribute funds to the awardees, including the time in which funds will be distributed and used, and how interest accrued on dedicated funds will be allocated; e) the criteria for determining whether the applicants adequately demonstrate that the funds will be used for children zero to five; and f) any additional requirements staff determine to be necessary for inclusion in the RFP. <p>Fiscal Impact: Up to \$60 million from the Commission's Sustaining Reserve.</p>	<p>Chairman Cox</p>
<p>10 Action</p>	<p>Funding Priority Proposal Supporting Document</p> <p>Overview: At the October 13, 2003 (Item No. 5), joint Commission/TPAC meeting, staff presented the Commission with a 20-year financial plan update. One of the options included in this presentation was a lump sum withdrawal of \$7.83 million to fund services in the current fiscal year. The Commission directed the Executive Director to return in December with recommendations on how to allocate these funds after meeting with TPAC and the finance committee. Staff is recommending approval of \$2,850,000 to fund one-year extensions to grants awarded under RFGA 20055, \$780,000 for a countywide public education campaign for oral and primary health care and \$4.2 million for an oral health care initiative.</p> <p>Staff Recommendation:</p> <ol style="list-style-type: none"> 1. Find that the proposed strategies are consistent with the Commission's Strategic Plan, further the support and improvement of early childhood development within the County and provide a public benefit 	<p>Executive Director Spiegel</p>

	<ol style="list-style-type: none"> 2. Authorize the Commission Executive Director or, as appropriate, the Program and Operations Manager, to negotiate and execute one-year grant extensions of the eight contracts funded under RFGA 20055 at a cost not to exceed \$2,850,000. 3. Authorize the Executive Director or, as appropriate, the Program and Operations Manager, to work with the Director of the County of San Diego Department of Purchasing and Contracting to issue a Request for Proposal (RFP) for up to \$780,000 over two years to develop and implement a coordinated countywide public education campaign to promote preventive and regular oral health and primary health care and to encourage parents to enroll their children in health insurance. 4. Authorize the Executive Director or, as appropriate, the Program and Operations Manager, to work with the Director of the County of San Diego Department of Purchasing and Contracting to issue a Request for Proposal (RFP) for up to \$4.2 million to support: <ol style="list-style-type: none"> 1. oral health screening of children ages infancy to 5 coupled with parent education; 2. oral health treatment for uninsured children can include care coordination and provider incentives; and 3. increased capacity through new or expanded direct service facilities and equipment, including the integration of oral health care services with primary health services. 5. Authorize the Executive Director or, as appropriate, the Program and Operations Manager, to negotiate and award contracts with the organizations recommended for award by the Source Selection Committee. <p>Contracts awarded can be for one-time costs or for up to two years of funding.</p> <p>Fiscal Impact: Up to \$7.83 million from the Commission's Sustaining Reserve.</p>	
11 Action	<p>Capacity Building Through Intergenerational Approaches – Program Administration Supporting Document</p> <p>Overview: The Commission is being asked to approve contracts with 11 organizations for the Capacity Building Through Intergenerational Approaches initiative (Item No. 7). Commission staff will be working with Aging and Independence Services (AIS) to market, recruit and administer this program. In addition, the Commission and AIS will co-host an intergenerational launch and training event in February 2004 that will feature national experts from the fields of early childhood development and intergenerational programs. The action before the Commission today is to approve funding for these activities.</p> <p>Staff Recommendation: Authorize the Executive Director to spend up to \$314,900 over three years to market, recruit and administer the Capacity Building Through Intergenerational Approaches initiative and to co-host an intergenerational launch and training event.</p> <p>Fiscal Impact: Up to \$314,900 from the Operations allocation during the fiscal year in which the costs were incurred. Estimated costs are \$185,300 for Year 1 of the initiative, \$93,300 for Year 2 and 36,300 for Year 3.</p>	Executive Director Spiegel
12 Action	<p>Definition of Zero to Five Supporting Document</p> <p>Overview: At the October 13, 2003 (Item No. 11), joint Commission/TPAC meeting, staff made a recommendation to define 0 to 5 as entry into kindergarten or until a child reaches his/her sixth birthday, whichever occurs first. The definition is critical in determining which children are eligible to receive Commission-funded services.</p>	Executive Director Spiegel Kim Frink Commission Staff

	<p>Previously 0 to 5 was defined as 4 years, 364 days. The Commission directed staff to present this to TPAC for their input. This item was presented to TPAC at its December 1, 2003 meeting where TPAC voted unanimously to support the definition presented by staff.</p> <p>Staff Recommendation: Approve the following definition of zero to five: A child shall be deemed eligible to receive Commission-funded services from the prenatal stage until entry into kindergarten or until a child reaches his/her sixth birthday, whichever occurs first.</p> <p>Fiscal Impact: None</p>	
13 Action	<p>Literacy Training for Library Staff Presentation Supporting Document</p> <p>Overview: San Diego READS was approved for contract award on April 11, 2002 (Item 12) as a result of an RFP approved for release by the Commission on November 10, 2001 (Item No. 10). The contract was executed and work began on July 1, 2002. The early literacy training for librarians, called "Library STAR (Sure They Are Ready)", was completed in August 2003 and information about the training, participant feedback and recommended future activities in the area of library-focused early literacy are the subjects of the presentation.</p> <p>Strategies being proposed include: 1) additional training sessions for librarians; 2) development and delivery of two additional curriculum modules; 3) development of a "plug and play" version of the training; and 4) a mini-grant program for libraries to expand, enhance or develop library programs for children. Funding is being requested for the first three strategies only. Staff will return to the Commission with a recommendation for funding strategy number 4 at a later date when more information will be available.</p> <p>Staff Recommendation:</p> <ol style="list-style-type: none"> 1. Find that the proposed strategies are consistent with the Commission's Strategic Plan, further the support and improvement of early childhood development within the County and provide a public benefit. 2. Authorize the Commission Executive Director to negotiate and execute a contract with Meg Schofield to implement strategies 1, 2 and 3. <p>Fiscal Impact: Up to \$105,000 from the Operations allocation in the Commission's Fiscal Year 2003 – 04 budget.</p>	<p>Executive Director Spiegel</p> <p>Lynda Mills Commission Staff</p> <p>Meg Schofield</p>
14 Action	<p>2003 Annual Report to the Community Supporting Document</p> <p>Overview: For the past three years an annual report has been published to provide the public with an overview of Commission accomplishments for the closing calendar year. In 2002, the Annual Report was published in combination with a 2003 wall calendar that included pictures of children, parent tips and important recognition dates such as Safe Kids Week and Immunization Awareness Month. The format was very well received by the public and on October 13, 2003 (Item No. 7), the Commission approved costs of up to \$19,653 for the design and printing of 7000 copies for the 2003 Annual Report/2004 Calendar.</p> <p>Staff Recommendation: Approve the 2003 Annual Report to the Community</p> <p>Fiscal Impact: None</p>	<p>Kim Frink Commission Staff</p>

<p>15 Information</p>	<p>TPAC Report Supporting Document</p> <p>Overview: On November 17, 2003, the Technical and Professional Advisory Committee (TPAC) held its regular monthly meeting. On December 1, 2003, a special meeting of TPAC was held to continue the discussion of items not completed at the November 17th meeting. Written summaries of those meetings are attached for Commission information.</p> <p>Staff Recommendation: None. For information only.</p> <p>Fiscal Impact: None.</p>	<p>Executive Director Spiegel</p>
<p>16 Information</p>	<p>State/Staff Report Supporting Document</p> <p>Overview: This report provides an update on the Kit for New Parents program (Executive Summary attached for information).</p> <p>The California Children and Families Association (CCAFA) publishes “Prop 10 Briefings.” The attached October 2003 edition provides a summary of the highlights from the October 16, 2003 First 5 Commission of California meeting, and the October 15, 2003, CCAFA meeting. The attached November 2003 edition provides a summary of highlights from the November 19, 2003 CCAFA meeting. The State Commission did not meet in November.</p> <p>Staff Recommendation: None. For information only.</p> <p>Fiscal Impact: None.</p>	<p>Executive Director Spiegel</p>
<p>17 Information</p>	<p>Commission Updates Supporting document</p> <p>Overview: Attached for Commission information are a calendar of community engagement activities for December 2003 and January 2004, and an updated summary listing of relevant bills introduced into the 2002 and 2003 legislative sessions.</p> <p>Staff Recommendation: None. For information only.</p> <p>Fiscal Impact: None.</p>	<p>Executive Director Spiegel</p>
<p>18</p>	<p>Future Agenda Items</p> <ul style="list-style-type: none"> ➤ Capital Funding Program ➤ TPAC Redesign Committee Recommendations ➤ Planning Studies Report ➤ Independent Evaluator Plan ➤ Statewide Family Support and FRC Effort ➤ State Opportunity for Healthcare Access ➤ Child Welfare Services (CWS) Redesign 	<p>Chairman Cox</p>
<p>19</p>	<p>Adjournment</p>	<p>Chairman Cox</p>

If you are planning to attend and need special accommodations, you must call Rosa Lemus at (619) 230-6460 at least three days in advance of the meeting.

NEXT COMMISSION MEETING

**This will be a joint meeting with the
Technical and Professional Advisory Committee.**

January 26, 2004

1:00 p.m. to 4:00 p.m.

1600 Pacific Highway, Room 302/202

San Diego, CA 92101

**Public Comment on Specific Agenda Items is Taken
Throughout the Meeting at the Conclusion of Each Agenda Item**

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